



# SOUTHERN ILLINOIS COLLEGIATE COMMON MARKET

---

Medical Laboratory Technology

Dear Medical Laboratory Technology Program Applicant:

The career that you are considering is truly exciting! This application packet will provide you with information about the profession and career of a Medical Laboratory Technologist (MLT) and the SICCM Medical Laboratory Technology Program. Forms and guidelines for application and admission are included. Enclosed you will find:

- An MLT Program Application Form
- Application Procedures
- Selection Process for Medical Laboratory Technology Student Admission
- Information about the Health Occupation Aptitude Examination-Revised
- Information about the Medical Laboratory Technology Profession
- Information about the Medical Laboratory Technology Program
- The MLT Program Accreditation with NAACLS
- Expenses encountered in the MLT Program
- SICCM Medical Laboratory Technology Course Descriptions
- Essential Functions Acknowledgment Statement for Medical Laboratory Technologists

Questions regarding the admission process may be directed to:

Susan Phillips

Coordinator of Allied Health Division  
John A. Logan College  
700 Logan College Road  
Carterville, Illinois  
618-985-2828 ext. 8497

Monica Brahler

Student Counselor  
Shawnee Community  
8364 Shawnee College Rd  
Ullin, Illinois 62992  
618-634-3322

Sincerely,

Michelle Lampley, MHA, MLS (ASCP)  
Director, SICCM Medical Laboratory Technology Program

---

3213 South Park Avenue, Herrin, Il. 62948

618-942-6902



**APPLICATION FOR ADMISSION to the  
SOUTHERN ILLINOIS COLLEGIATE COMMON MARKET  
MEDICAL LABORATORY TECHNOLOGY PROGRAM  
Entering Fall, 2021**

Name of Applicant: \_\_\_\_\_  
Last First Middle

Social Security Number: \_\_\_\_\_ Telephone: ( ) \_\_\_\_\_

Address: \_\_\_\_\_  
Street City State Zip Code

To which college MLT program are you applying with THIS application?

\_\_\_\_\_ John A. Logan College  
\_\_\_\_\_ Shawnee Community College

In which college district are you a legal resident, as of March 31, 2019?

\_\_\_\_\_ John A. Logan College  
\_\_\_\_\_ Shawnee Community College

Last High School Attended: \_\_\_\_\_  
Year of graduation: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_  
Or, do you hold a GED Certificate?  
\_\_\_ Yes \_\_\_ No If yes, what year? \_\_\_\_\_

Are you transferring courses taken at another college for consideration within the Medical Laboratory Technology Program curriculum? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, list all colleges from which you have requested official transcripts. Identify any earned credential and/or degree, including field of study.

School: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
Credential/Degree: \_\_\_\_\_ Field of Study: \_\_\_\_\_

School: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_  
Credential/Degree: \_\_\_\_\_ Field of Study: \_\_\_\_\_

Will transcripts be submitted under any other name (s)? \_\_\_\_\_ Yes \_\_\_\_\_ No If so, list names (s): \_\_\_\_\_

The undersigned certifies that the information herein is true, complete, and correct. It also certifies that the applicant has read, and agrees to, all application procedures.

Signature of Applicant \_\_\_\_\_  
Date: \_\_\_\_\_

*The SICCM MLT Program admission process does not discriminate on the basis of race, creed, color, national origin, gender, age, or the presence of a non-job-related condition or disability. Each college does give preference to its in-district students.*

3213 South Park Avenue, Herrin, Il. 62948

618-942-6902



**Southern Illinois Collegiate Common Market**  
**Medical Laboratory Technology Program**  
**Application Procedures**

All Medical Laboratory Technology Program (MLT) application information should be mailed to the address of the college to which you are applying. **Do not send applications to Southern Illinois Collegiate Common Market (SICCM).**

The college addresses and contact person are:

Susan Phillips  
Coordinator of Allied Health Division  
John A. Logan College  
700 Logan College Road  
Carterville, Illinois  
618-985-2828 ext. 8497

Monica Brahler  
Student Counselor  
Shawnee Community  
8364 Shawnee College Rd  
Ullin, Illinois 62992  
618-634-3322

The application procedures for the Medical Laboratory Technology Program are the same for John A Logan College and Shawnee Community College:

1. Graduate (or anticipate graduation by college entrance) from an approved High School or demonstrate equivalent competency (G.E.D. examination).
2. Satisfy all general entrance requirements for admission to the college to which you applied prior to the application deadlines for the Medical Laboratory Technology Program. Each college's general admission requirements and process are described in its catalog.
3. Take the Health Occupation Aptitude Examination – Revised (HOAE-R). Test scheduling is discussed on page 4 of this packet. Regardless of the ASSET or any test score taken for general college admission, and any resultant remedial classes required, all students desiring to apply for the Medical Laboratory Technology Program will be allowed to take the Health Occupation Aptitude Examination - Revised.
4. Submit completed MLT application form.
5. Request official transcripts from previous college experience if desiring to transfer any coursework.

Application for admission to the MLT program is coordinated at each specific college by the offices listed above. The deadline for the Medical Laboratory Technology Program Application, official transcripts, and exam is March 31, 2019. On that date, the following must be on file in the designated office of the college to which you are applying:

1. Completed MLT Application Form
2. Health Occupation Aptitude Examination – Revised, Test results must be available to the college by March 31st.
3. Official transcripts of previous college experience. (NO weighted points will be given without an official transcript).

It is the applicant's responsibility to assure that these documents have been submitted to the college.

3213 South Park Avenue, Herrin, Il. 62948

---

618-942-6902



## Selection of Students

The Southern Illinois Collegiate Common Market Medical Laboratory Technology Program admission process does not discriminate on the basis of race, creed, color, national origin, gender, age, or the presence of a condition or disability not related to job performance ability as a Medical Laboratory Technologist. By college policy, residents of the college district (as of the date of application deadline) are given preference for admission to the program. Selection for the Medical Laboratory Technology Program is based **exclusively** upon the following:

1. Health Occupations Aptitude Examination - Revised scores. All five sections of the test will be given, however only the cumulative raw score of the first four sections will be used for admission ranking. The fifth section will be utilized for research.
  - ❖ The Health Occupation Aptitude Examination - Revised may be taken two times within one academic year, with the highest score used for admission determination. Testing will be cross checked among the campuses. If the applicant has taken the exam more than two times within an academic year, only the first two scores will be considered.
2. Weighted credit will be given for achieved passing grades in previously taken courses of anatomy, physiology, microbiology, and/or chemistry. The courses eligible for these credits are those specifically listed on the Medical Laboratory Technology program curriculum for the entering college. Each must have been passed with a "C" or higher to qualify. Note that Anatomy & Physiology is a prerequisite to the program.
  - ❖ A= 10 points B= 8 points C= 6 points
  - ❖ No credit points will be given without an official transcript.
3. Weighted credit for achieved passing grades, regardless of credit hours, will be given for any other general education college course previously taken that falls within, or transfers to, the required curriculum of the Medical Laboratory Technology Program. Points (regardless of number of credits) are assigned to each relevant course in the following manner:
  - ❖ A = 3 points B = 2 points C = 1 point
  - ❖ NO weighted points will be given without an official transcript.
4. Total points achieved will be added to the combined earned raw scores of sections 1 through 4 of the Health Occupation Aptitude Examination - Revised. Rank ordering of students for admission consideration will be made on the basis of total points. Ties will be broken by the highest score achieved on the Health Occupation Aptitude Examination - Revised, Part 1 and Part 3, successively.
5. Each college has a predetermined amount of slots, for a total class size of twenty-five students. Admission lists will be ranked and determined at each college, for the



number of student slots accorded to that college and by the applications submitted to that college.

6. The top-scoring students from each college will be admitted to the Southern Illinois Collegiate Common Market MLT Program. A list of accepted students will be developed by mid-April, the spring before the start of the program. Accepted students will be informed of admission into the program by the admitting college, and will be required to reply if they desire to enter the program. Should an accepted student choose not to enter the class, the next student in the rank order for that campus will be notified of acceptance.
7. If a student is accepted to the program and chooses not to enter the fall class, any future admission must be by reapplication. All students must complete an application for each year they wish to be considered for entrance into the Medical Laboratory Technology Program. Health Occupations Aptitude Examination - Revised test results will be considered valid for two years.
8. No student may be admitted to any individual Southern Illinois Collegiate Common Market program more than two times within a five year period. After withdrawing from a single program two times, the student will be allowed to enter any other SICCM Program only one time. "Withdrawing is defined as declining a previously accepted admission invitation within ten weeks of program start and/or withdrawing from class attendance before completing the first semester. Each campus may consider exceptions for extreme cases of unanticipated, non-elective health issues of self and family.
9. Upon admission to the program students will be required to successfully complete a physical exam; the first of a series of three Hepatitis B Virus vaccinations (or sign a declination waiver); a QuantiFERON TB blood test or a 2 step TB test (chest x-ray if positive), MMR titer (and/or immunization), a Varicella (chicken pox) titer (and immunization record), Tetanus-Pertussis (whooping cough) immunization and current flu shot. These must be completed prior to the beginning of class. Current certification in BLS Providers CPR (cardiopulmonary resuscitation) for the length of the program, a drug screening test, a criminal background check and proof of health insurance are required at the beginning of the program before any clinical observation.
10. A felony conviction influences whether hospitals and other health agencies will accept the student for clinical education experiences required for graduation. Therefore, Southern Illinois Collegiate Common Market requires accepted students to complete a criminal history background check prior to beginning the program. Information about



the process will be provided to the student when he or she is informed of acceptance into the program.

11. As a condition of assignments to clinical educational experiences, admitted students will also be required to submit to a drug screening. The screening will be completed by a party selected by the Southern Illinois Collegiate Common Market, and paid for by the student and is non-refundable. Information about the drug screen will be sent to a newly admitted student by the Southern Illinois Collegiate Common Market in an admission packet.
12. Admission packets describing the drug screening information, criminal background check, physical examination, vaccinations, and immunizations will be distributed at the mandatory orientation in May. Packets will contain the forms and deadlines necessary to complete those requirements prior to the start of class.



## **Health Occupation Aptitude Examination - Revised** **Exam Administration**

The Health Occupation Aptitude Examination-Revised (HOAE-R) will be administered at every college. Examination schedules and methods of test delivery vary among colleges. Colleges may use a paper/pencil or computer-delivered presentation or both. The HOAE-R will be administered frequently throughout the academic year, although testing schedules will vary among colleges. On-request testing is available at some campuses. Sample questions for the HOAE-R test can be found by going to [www.psbtests.com](http://www.psbtests.com) and clicking on Resources for Test Takers.

Interested applicants must contact the person listed below to schedule a test date and time. To be eligible for fall admission, testing must be complete and scores available to the college by the previous March 31st. Determination of the list of accepted students will be made from the applicants who have tested and applied by March 31st. If the program is not full, colleges may choose to test and accept applications through April 30th for any remaining slots. Unless empty program slots still remain for Fall those students testing and applying after April 30th will be considered for the next year's fall admission.

Contact the following people to register for testing:

Christy McBride  
Director of Testing Services  
A Logan College  
700 Logan College Road  
Carterville, IL 62918  
Phone (618) 985-2828 Ext. 8496

Mindy Ashby  
Student Success Center Coordinator  
John Shawnee Community College  
8364 Shawnee College Road  
Ullin, IL 62992  
Phone (618) 634-3316

You will be charged a basic fee of \$25.00 by the college to take the Health Occupation Aptitude Examination - Revised. It is the preference of your college that you take the test at their campus.

HOAE-R scores will be considered valid for two academic years. Colleges will cross check testing lists to be certain that an applicant has not taken the Health Occupation Aptitude Examination - Revised more than two times within an academic year. If an applicant has taken this test more than two times total within an academic year, only the first two scores will be considered.



## **Medical Laboratory Technology Program**

### **The Profession**

The Medical Laboratory Technologist (MLT) is employed in clinical laboratories of hospitals, clinics, physician offices, and health care facilities performing various laboratory procedures and diagnostic testing. Laboratory testing is performed on body fluids such as blood, urine, spinal fluid, semen, synovial fluid, pleural fluid, amniotic fluid, etc.

The MLT works as a bench technician under the direct supervision of a physician and or Medical Technologist in the areas of blood banking, clinical chemistry, hematology, microbiology, urinalysis, coagulation, and serology. The MLT is an integral part of the health care team focused on providing optimum patient care. The technician monitors quality control, performs maintenance on equipment and instruments, applies basic scientific principles to laboratory techniques and procedures, and recognizes factors that affect procedures and results that indicate corrective action, relates laboratory findings to common disease processes, interacts with other health care personnel and patients, and collects blood specimens by venipuncture techniques.

The median salary for certified Medical Laboratory Technologists is approximately \$17 per hour. Shift differentials will add more per hour and the hourly wage will vary slightly at each health care institution.

For more information on the profession, you may also go to the following website:  
[www.ascp.org](http://www.ascp.org)

### **The MLT Program**

The Medical Laboratory Technology (two year) Associate Degree in Applied Science Program is offered through the Southern Illinois Collegiate Common Market (SICCM) and is offered cooperatively with John A. Logan College and Shawnee Community College. Included in this packet are course descriptions and a curriculum guide contained in the brochure.

Students are admitted to the MLT Program and register for all courses through their home campus. General education courses are taken at the student's home campus, but all MLT courses are taught in the SICCM/MLT laboratory classroom in the SICCM facility in Herrin, Illinois. This may require students to travel an hour or more to classes. Students will need to have transportation to accomplish travel requirements in the MLT Program. Travel time will need to be considered as well, between home and the student's campus.

Currently, MLT courses are taught during the day. Second Year MLT courses are taught the first 10 1/2 weeks of the semester followed by two 15 day sub-rotations at clinical sites in hospitals. Classes are block scheduled when possible in order to reduce the amount of travel time for students.





Clinical rotations may require considerable driving in the second year. Students should expect to potentially drive an hour or more to and from clinical sites. Students will use a lottery drawing system for selection of their choice of clinical sites. Driving time hinges on clinical site availability at a given point in the semester.

If the number of students requiring clinical rotations exceeds the number of slots available at the clinical affiliates, students may be required to complete clinical rotation during the break following the scheduled semester or as soon as a clinical affiliate is available for training. A listing of laboratories will be given to the admitted student in the future admission packet.

Included in this packet are both a brochure listing the MLT curriculum and a separate listing of MLT course descriptions. The MLT courses have both lecture and hands-on laboratory components.

The MLT program is full-time only, with courses offered in specific sequence. All MLT courses in a semester must be taken and passed in order to progress to any MLT coursework of the next semester. Both the MLT courses and college natural science courses must be passed with a grade of "C" or better. The program is designed to be completed within two academic years, including one summer session. Supervised Clinical Rotations comprise 240 clock hours in the fall and spring semesters of the second year.

### **ACCREDITATION STATUS**

The SICCM MLT Program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) located at 5800 N. River Road, Suite 720, Rosemont, Illinois 60018; telephone: 773-7148880. Graduates of the SICCM MLT Program will qualify to sit for the Board of Registry for certification in Medical Laboratory Technology given by the American Society of Clinical Pathologists (ASCP). This computer-delivered examination will be administered by appointment and after application once eligibility has been established. Successful completion of this exam confers the title of Medical Laboratory Technologist, MLT (ASCP).

### **EXPENSES**

Costs will vary among the two participating institutions because tuition fees per credit are not the same at all campuses. For specific campus tuition, consult individual school catalogs. Within this highly mobile program, admitted MLT students will be responsible for the following expenses:

1. Examination fee for Health Occupation Aptitude Examination -Revised (\$25.00 before admission)
2. Tuition
3. College fees, which include:
  - a. Malpractice/liability insurance (up to \$15 annually)
  - b. Program fees (\$150.00 per MLT course)
4. Books



5. Costs of transportation to centralized laboratory classroom for MLT courses and clinical sites
6. Scrubs for clinical rotations and a clean lab coat; white athletic shoes or nurses shoes
7. Occasional minor laboratory supplies and equipment
8. Physical examination
9. Tests:
  - a. QuantiFERON either/or TB skin tests and possible chest x-rays
  - b. Rubella titer
  - c. Varicella and pertussis titers
10. Immunizations:
  - a. Hepatitis B Virus - series of 3
  - b. Possible Rubella, Rubeola, Tetanus
11. Demonstration of personal health insurance or Medicaid
12. Application fee for national certification examination (approx. \$215.00)
13. CPR certification (approximately \$ 20.00 each year)
14. Cost for criminal background check (approximately \$37, but can be more depending on how many different counties/states the student has lived)
15. Cost for drug screening (\$49.00 each year)

### **Medical Laboratory Technology** **Course Descriptions**

Required Education courses for each college are described in their catalogs. Pre-requisites for both General Education and MLT courses are listed in each college catalog.

#### **YEAR I, FALL SEMESTER**

##### **MLT INTRODUCTION TO THE CLINICAL LABORATORY**

Semester Hours: 3 credits (2 Lecture, 2 Lab) Prerequisites: Admission to the Program

Acquaints the student with the profession of Medical Laboratory Technology. Includes an overview of the major disciplines in laboratory medicine, basic laboratory mathematics, collection and handling of specimens, handling and care of laboratory equipment, preparation of solutions and media, methods of sterilization, and the basic elements of quality control are taught in the course. The student is introduced to the disciplines of hematology, immunohematology, clinical chemistry, urinalysis and microbiology. Acceptance into the MLT Program is required. Year 1, SPRING SEMESTER



## **YEAR I, SPRING SEMESTER**

### **MLT PHLEBOTOMY**

Semester Hours: 3 credits (2 Lecture, 2 Lab) Prerequisite: Introduction to the Clinical Laboratory

Covers the phlebotomists role in health care, confidentiality, and ethics; Patients' Bill of Rights, Quality Assurance, basic anatomy and physiology of the circulatory system, safety, infection control, isolation techniques, OSHA Standards, handling accidental needle stick exposures, phlebotomy equipment, phlebotomy technique such as the routine venipuncture, dermal punctures, drawing difficult patients, specimen collection and handling, compliance, customer service, patient identification procedures, and competency in phlebotomy. In addition, the student will learn the theory of arterial punctures, but will only observe arterial draws in the clinical setting.

### **MLT SEROLOGY**

Semester Hours: 1.5 credits (1 Lecture, 1 Lab) (Course meets last 8 weeks of the semester)  
Prerequisites: Introduction to the Clinical Laboratory; MLT Phlebotomy

This course covers an introduction to immunology with emphasis on applied serology. The immune response, properties and synthesis of antibodies, antigens, antibody reactions, and serological procedures most widely performed in the clinical laboratory will be covered in the eight week course.

### **MLT CLINICAL MICROSCOPY**

Semester Hours: 1.5 credits (1 Lecture, 1 Lab) (Course meets first 8 weeks of the semester)  
Prerequisites: Introduction to the Clinical Laboratory; MLT Phlebotomy

A study of the theory and microscopic examination of urine and other body fluids (such as synovial, thoracentesis, semen, and gastric).

## **YEAR 2, FALL SEMESTER**

### **MLT IMMUNOHEMATOLOGY**

Semester Hours: 4 credits (3 Lecture, 2 Lab) Prerequisites: Introduction to the Clinical Laboratory; MLT Phlebotomy; MLT Serology; MLT Clinical Microscopy (Course meets first 10 ½ weeks of the semester)

A study of the blood groups of man and their significance in blood banking and transfusion services. Included are the inheritance and properties of blood group antigens and their corresponding antibodies, methods of detection and identification; hemolytic disease processes, and the collection and processing of blood and blood components to ensure safe transfusion, blood group immunology, record keeping, and quality control are stressed.



### **MLT HEMATOLOGY AND HEMOSTASIS**

Semester Hours: 5 credits (4 Lecture 2 Lab) (Course meets first 10 ½ weeks of semester)  
Prerequisites: Introduction to the Clinical Laboratory; MLT Phlebotomy; MLT Serology; MLT Clinical Microscopy

This course offers an introduction to the study of clinical hematology and hemostasis, which emphasizes the basic procedures performed in most clinical laboratories as well as their uses in the diagnosis and follow up of hematological and coagulation disorders. The role of the laboratory in the diagnosis of anemias, leukemia, myeloproliferative disorders, and other diseases affecting the hematopoietic system is stressed along with the hemostatic component, coagulation factors, coagulation cascade mechanism, heredity and acquired bleeding disorders, coagulation factor deficiencies, therapeutic regimes, and laboratory methods for the analysis of clinical conditions.

### **MLT CLINICAL ROTATION I**

Semester Hours: 3 credits (240 Clinical clock hours) Student must earn a "C" or better in all MLT prerequisite courses prior to taking clinical rotation experience. Prerequisites: MLT Immunohematology; MLT Hematology; MLT Coagulation (Course meets last 6 weeks of semester) Supervised clinical experience.

Students rotate in hematology/coagulation, and immunohematology during the last 6 weeks of the semester.

## **YEAR 2, SPRING SEMESTER**

### **MLT CLINICAL CHEMISTRY**

Semester Hours: 4 credits (3 Lecture, 2 Lab) Prerequisites: MLT Immunohematology; MLT Hematology; MLT Coagulation; MLT Clinical Rotation I (Course meets first 10 1/2 weeks of semester)

A study of the diagnostic chemistry tests in the average clinical laboratory. Includes normal physiology, principles and reactions, and interpretation of test results. Includes instrumentation, laboratory mathematics, and quality control.

### **MLT APPLIED CLINICAL MICROBIOLOGY**

Semester Hours: 5 credits (4 Lecture, 2 Lab) Prerequisites: MLT Immunohematology; MLT Hematology; MLT Coagulation; MLT Clinical Rotation I (Course meets first 10 1/2 weeks of semester)

This course is a study of the normal and pathogenic microflora of man with an emphasis on the methods used for isolation, recognition, and identification of microorganisms of medical significance. Included are the preparation of media used for culturing microorganisms, descriptive cellular and colonial morphology, stain, and staining reactions, drug susceptibility



testing, and procedures used for species identification. Emphasis is on host-parasite relationships, medical bacteriology, virology, parasitology, and mycobacteriology.

### **MLT CLINICAL ROTATION II**

Semester Hours: 3 credits (240 clock hours) (Last six weeks of the semester) Students must earn a "C" or better in all MLT prerequisite courses prior to clinical rotation. Prerequisites: MLT Clinical Chemistry; MLT Applied Clinical Microbiology;

Clinical Rotation I Supervised clinical experience. Students rotate in clinical chemistry, clinical microscopy, microbiology and serology.



## **Essential Functions for the Medical Laboratory Technologist**

According to the National Accrediting Agency for Clinical Laboratory Sciences publications and standards, (see NAACLS web site, [www.naacls.org](http://www.naacls.org)), applicants should read and understand the following statement attesting to their belief that they can meet the essential standards listed below. This should be accomplished before admission to the SICCM/MLT Program.

Program acceptance in no way is based on applicant's limitations. Essential functions represent the essential nonacademic requirements of the program that the student must master to successfully participate in the program and become employable.

Certain essential personal and physical attributes are key to success in the SICCM/MLT academic program and the clinical laboratory profession. These attributes include:

**Visual Observation:** The student must possess visual acuity sufficient to allow each of the following:

1. Differentiation of colors and color changes during the performance of laboratory procedures;
2. Observation of patient conditions during phlebotomy procedures;
3. Differentiation and identification of specimens using microscopic examination;
4. Reading lab instrument technical procedure materials for patient care and professional practice;

**Motor Function:** The student must possess motor functions sufficient to permit each of the following:

1. Performance of venipuncture at patient's bedside or at other designated locations;
2. Lift and handle typical hand held medical laboratory equipment and tools;
3. Manipulate clinical laboratory instruments and equipment in a manner consistent with standards of medical laboratory practice.

**Communication Skills:** The student shall possess verbal and non-verbal skills, adequate for transmitting to and receiving information from patients and hospital personnel.

**Behavioral and Social Skills:** The student must exhibit behavioral and social skills that are acceptable to the college and hospital settings.